



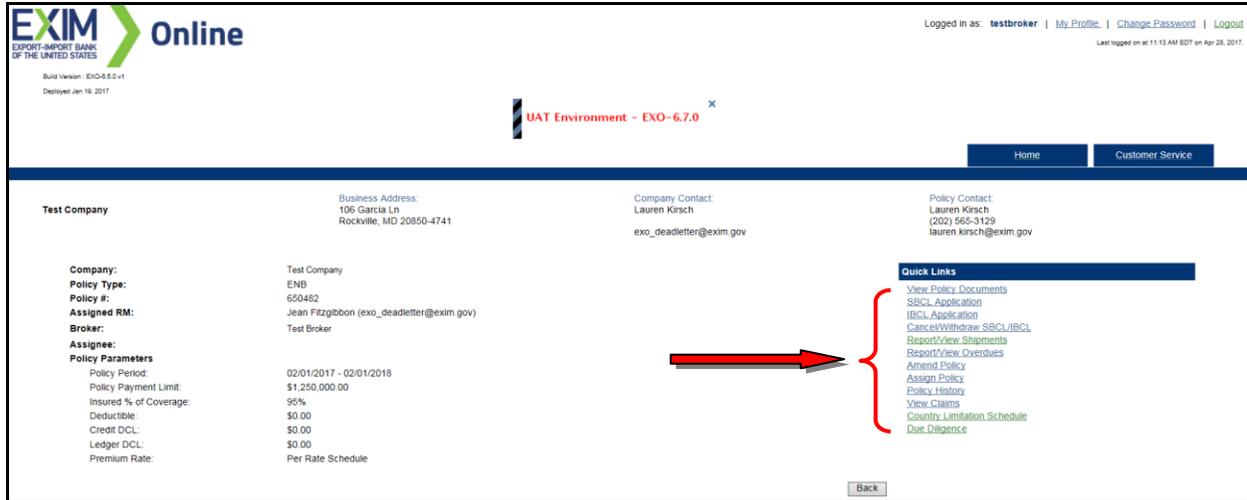
# EXIM Online (EOL) Guide for Exporters and Brokers: Applying for Special Buyer Credit Limit (SBCL)

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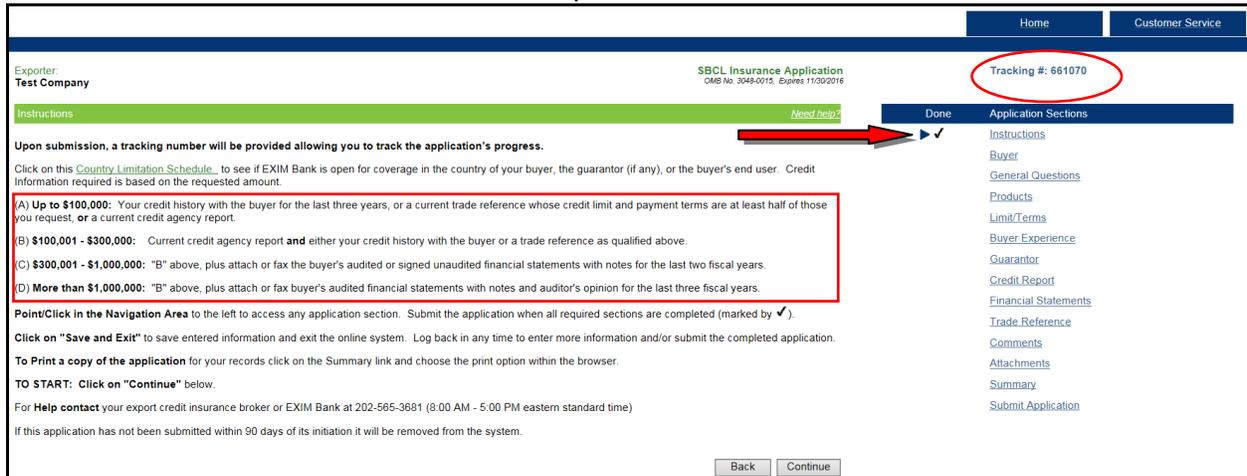
# Introduction

## Tips on Completing an SBCL Application

1. Some basic functions related to an in-force policy can be accessed either from the landing page, or from within the record for that policy using the “Quick Links”.



2. Read the instructions at the beginning of the application for the credit information you will need to complete the application.
3. New applications and all other transactions in EOL (e.g. shipment reports, SBCL applications) are assigned a unique tracking number to identify them. These should be used in all communications with the underwriter.
4. The sections of an application can be completed in any order. A “v” will appear in the “Done” column when the section is complete.



5. You do not have to enter commas when entering numbers; EOL will automatically add them.
6. All items with an asterisk “\*” must be completed
7. Don’t use your browser’s back button. It will kick you out of EOL. Always use the  button.

8. If your answer to a question also asks you to add comments, you must add the comments or you will not be able to finish that screen
9. Always click “Continue” or “Save and Exit” to save your input. Information you entered will not be saved unless you click one of those buttons. You can re-open and finish an application that was started earlier by clicking on “Continue a Saved Application” on the landing page. All submitted applications that are under review by EXIM Bank can be found by clicking on “Pending Applications”. An application that has been started but not completed within 90 days will automatically be cancelled by EOL, and will no longer appear under the “Continue a Saved Application” link.
10. Delete any applications you may have started and saved but are no longer needed. EOL may block you from submitting a new application if existing draft applications are in your account. Any time you click on “Apply for Special Buyer Credit Limit”, EOL will start a new application.
11. At the end of the application you must attach supporting documentation if they are required for the limit requested (e.g. credit reports, trade references, financial statements).
12. Before pressing the “Submit” button on an SBCL application, the exporter must open and read the “Certification and Notice Provisions” link. Once the application is submitted, any requests to amend it must be sent directly to the underwriter. You cannot amend an in-process application in EOL nor view attachments after it has been submitted. You can request changes to an in-force SBCL by requesting a policy amendment. See the section “Amend an SBCL” on p. 13.

## Apply for a New SBCL Landing Page and Instructions

1. From the landing page click on “Apply for Special Buyer Credit Limit (SBCL)”. Use the “Continue a Saved Application” link if you want to complete an SBCL application that was started and saved earlier. You do not have to submit a new SBCL application to renew an expiring SBCL. The EXIM underwriter will automatically review the SBCLs as part of the annual policy renewal process. However, EXIM may ask you for additional information prior to renewing the SBCL (e.g. your ledger experience with the buyer).

<p><b>Test Broker</b></p>	<p>Business Address: 106 Garcia Ln Rockville, MD 20850-4741</p>	<p>Primary Contact: Lauren Kirsch (202) 565-3129</p>
<p>Act / Manage Transactions</p>	<p>Monitor Portfolio</p>	
<p><b>Act</b></p> <ul style="list-style-type: none"> <li><a href="#">Apply for a Letter of Interest</a></li> <li><a href="#">Apply for Insurance Policy</a></li> <li><a href="#">Act on Quote</a></li> <li><a href="#">Apply for Special Buyer Credit Limit (SBCL)</a> ←</li> <li><a href="#">Apply for Issuing Bank Credit Limit (IBCL)</a> ←</li> <li><a href="#">Continue a Saved Application</a> ←</li> <li><a href="#">Continue a Saved Claim</a></li> </ul> <p><b>Manage</b></p> <ul style="list-style-type: none"> <li><a href="#">Amend a Policy</a></li> <li><a href="#">Assign Insurance Policy Proceeds</a></li> <li><a href="#">Report Shipments</a></li> <li><a href="#">Make A Payment</a></li> <li><a href="#">Report Overdues</a></li> <li><a href="#">File a Claim</a></li> <li><a href="#">Maintain Letters of Interest</a></li> </ul>	<p><b>My Portfolio</b></p> <ul style="list-style-type: none"> <li><a href="#">Pending Applications</a></li> <li><a href="#">Pending Claims</a></li> <li><a href="#">Insurance In Force/Recently Expired Policies</a></li> <li><a href="#">Insurance Policy Assignments</a></li> <li><a href="#">Search Portfolio</a></li> </ul> <p><b>Miscellaneous</b></p> <ul style="list-style-type: none"> <li><a href="#">Historical Transactions</a></li> <li><a href="#">My Company Profile</a></li> <li><a href="#">Broker Commissions</a></li> </ul>	

- You can apply for an SBCL for an in-force policy, or in conjunction with a policy application that has already been submitted and is pending with EXIM, by clicking on the applicable tracking number.

The screenshot shows the EXIM Online interface. At the top, there are links for 'Home' and 'Customer Service'. Below that, the user's profile information is displayed: 'Test Broker', 'Business Address: 106 Garcia Ln, Rockville, MD 20850-4741', and 'Primary Contact: Lauren Kirsch (202) 565-3129'. There are two main sections: 'Pending Applications' and 'In Force Policies'. Both sections show a table with one item found. The 'Pending Applications' table has columns: Tracking #, Type, Applicant, State, Payment Limit, Status, and Date Sub. The 'In Force Policies' table has columns: Typ, Tracking #, Insured, State, Credit Limit, Status, and Expiry Date. Red arrows point to the tracking number '650482' in both tables.

- Click on the link to the Country Limitations Schedule to identify any limitations or qualifications on EXIM’s ability to support exports to your buyer’s country. Then continue the application by either clicking "Continue", or clicking on the quick link on the right hand side for the next section you want to complete. Note the tracking number that has been established for this application.

The screenshot shows the 'SBCL Insurance Application' page. At the top, there are links for 'Home' and 'Customer Service'. The page title is 'SBCL Insurance Application' with 'OMB No. 3048-0015, Expires 11/30/2016'. The tracking number '661070' is circled in red in the top right corner. The main content area contains instructions for submission, including a link to the 'Country Limitation Schedule' which is pointed to by a red arrow. A navigation menu on the right side lists various application sections like 'Instructions', 'Buyer', 'General Questions', etc. At the bottom, there are 'Back' and 'Continue' buttons.

## Add a Buyer

- Click on "Add Buyer"

The screenshot shows the 'Add Buyer' page in the EXIM Online interface. At the top, there are links for 'Home' and 'Customer Service'. The page title is 'SBCL Insurance Application' with 'OMB No. 3048-0015, Expires 11/30/2016'. The tracking number '661071' is displayed in the top right corner. The main content area contains the 'Add Buyer' section with a red arrow pointing to the 'Add Buyer' button. A navigation menu on the right side lists various application sections like 'Instructions', 'Buyer', 'General Questions', etc. At the bottom, there are 'Back', 'Add Buyer', and 'Continue' buttons.

5. Select the buyer's country and start typing the buyer's legal company name to search for an existing buyer in EXIM's database. If the buyer already exists it will appear at the bottom of the screen. Select that buyer and click "Continue" (skip to #7 below). If the buyer does not appear, click on "Add New Buyer".

Exporter: Test Company | SBCL Insurance Application | Tracking #: 661071

**Add Buyer - Search** [Need help?](#)

Please use the form below to first check if the participant is already known to EXIM.

To search for a participant, select the *Country* and enter keywords related to the name or tradestyle in the *Legal Name or Tradestyle* field. The optional *City* field can also be used to narrow down the results.

If a match is found on the intended entity, select the item from the search results and click the "Continue" button to assign role(s) to the chosen entity. Otherwise, enter at least 4 characters for *Legal Name or Tradestyle* and use "Add New Buyer" to create a new participant to associate to the application.

+ Country: BELGIUM  
 Legal Name or Trade Style: CNH  
 City:

Back Add New Buyer Continue

1 match

Select	Name	Trade Style	Street Address	City	ZIP/Postal Code
<input type="radio"/>	CNH Europe - Belgium		Léon Claeysstraat 3 A	Zedelgem	8210

Disregard the underlined section

6. For a new buyer fill in the required buyer information and click on "Add Buyer"

Exporter: Test Company | SBCL Insurance Application | Tracking #: 661071

**Add Buyer**

Note: Asterisk(\*) denotes required information.

\*Company Type: Company  
 \*Country: FRANCE  
 \*Legal Name: Bonjour SARL  
 Tradestyle/Acronym:  
 \*Street Address: 2 Champs Elysees  
 \*City: Paris  
 State/Province: Select One  
 Zip/Postal Code: -  
 DUNS Number:  
 Phone:  
 Fax:  
 Website:  
 Primary Industry NAICS Code: Select One

Notes:

Primary Contact: Prefix:  Mr.  Mrs.  Ms.  
 First Name:  
 Last Name:  
 Title:  
 \*\*Email:  
 \*\*Phone:  
 \*\*Fax:  
 \*\*If primary contact is provided, one of the three(email, phone, fax) is required.

Back Add Buyer

7. Answer the questions and click "Continue"

**General Questions** [Need help?](#)

Note: Asterisk(\*) denotes required information.

Please answer the following:

\*Reason for Application on this Buyer: Amount requested exceeds DCL

Please describe, if "Other"

\*Do you have any ownership interest in or familial ties with the buyer?  
 Yes  No  
 (If Yes, comment below)

Comment:

Note: If there is direct or indirect ownership, coverage is typically limited to political only.

\*Will the products be shipped directly to the buyer in the buyer's country?  
 Yes  No  
 (If No, comment below)

Comment:

\*Is the buyer purchasing your product(s) for resale to another country(ies)?  
 Yes  No  
 (If Yes, comment below)

Comment:

Back Save and Exit Continue

### Add Products

- Select from the list of products that are approved to be shipped under the policy, and click "Continue". If the product to be shipped is not listed, you must first apply for a policy amendment to add a new product.

Exporter: Test Exporter | SBCL Insurance Application | Tracking #: 663833

Please indicate the products that will be shipped to the buyer under this SBCL. Select from one of the products listed on the current multi-buyer application. At least one product must be selected in order to submit the SBCL application.

Select	Product	Description	Listed on current application
<input checked="" type="checkbox"/>	311821 - Cookie and Cracker Manufacturing	Cookie and cracker manufacturing	Y

Buttons: Back, Save and Exit, Continue

### Shipment and Payment Details

- Enter the shipment and payment details requested and click "Continue".

Exporter: Test Exporter | SBCL Insurance Application | Tracking #: 663832

Note: Asterisk(\*) denotes required information.

\*Buyer Credit Limit Requested: \$150000

\*What is the amount that you are prepared to ship now? \$150000

\*What amount of downpayment, if any, is offered or required? \$0

\*What effective date do you require for the SBCL? 06/30/2017 (mm/dd/yyyy)

\*Select the payment terms you will extend to the buyer:

Transaction type: Open Account

Maximum Tenor: 1-30

(Describe any multiple term requests in 'Comments' Section)

Buttons: Back, Save and Exit, Continue

### Insured's Experience with Buyer

- In the next two screens, enter the information about the exporter's experience with the buyer, and click "Continue". Note: if there is any amount past due more than 60 days, the application will most likely be declined.

Exporter: Test Company | SBCL Insurance Application | Tracking #: 661071

Note: Asterisk(\*) denotes required information.

\*Any prior sales to the buyer? (If No, click Continue at page bottom)  Yes  No

\*Year of your first sale to the buyer: 2016

\*Any prior sales to the buyer on credit terms? (exclude any Cash-In-Advance or Letter of Credit Sales) (If No, click Continue at page bottom)  Yes  No

\*Year of your first sale to the buyer on credit terms: 2016

\*Total sales made to the buyer on credit terms over the last three years: \$75000

\*Payment Terms extended to Buyer over the last 12 months:

Transaction type: Open Acct/Drafts

Maximum Tenor: 31-60

(Describe any multiple term requests in 'Comments' Section)

Buttons: Back, Save and Exit, Continue

**Buyer Experience (Credit Experience with Buyer) - Follow-Up Questions**

Note: Asterisk(\*) denotes required information.

\*Highest Amount Outstanding over the last twelve months for which you have been paid: \$ 25000

\*Describe the buyer's history over the last twelve months:

Prompt  
 1-30 days slow  
 31-60 days slow  
 61-90 days slow  
 90+ days slow  
 No Experience

\*Amount now owed to you by the buyer: \$ 5000 (enter "0" if none)

\*Total amount now more than 60 days past due: \$ 0 (enter "0" if none)

\*Reason for the buyer being past due to you: Slow Pay Typical  
 If Other, describe in comment box below.

\*Do you hold Security on amount past due?  
 Yes  No  
 (If Yes, please select description)  
 Receivables

Back Save and Exit Continue

**Typically reflects amounts outstanding on open account terms**

**If you report zero amount more than 60 days past due, skip to the last question**

Done	Application Sections
✓	<a href="#">Instructions</a>
✓	<a href="#">Buyer</a>
✓	<a href="#">General Questions</a>
✓	<a href="#">Products</a>
✓	<a href="#">Limit/Terms</a>
▶	<a href="#">Buyer Experience</a>
	<a href="#">Guarantor</a>
	<a href="#">Credit Report</a>
	<a href="#">Financial Statements</a>
	<a href="#">Trade Reference</a>
	<a href="#">Comments</a>
	<a href="#">Attachments</a>
	<a href="#">Summary</a>
	<a href="#">Submit Application</a>

## Guarantors

11. You can identify any party that is providing a guarantee of repayment on behalf of the buyer by clicking “Add Guarantor”, and, if you wish, attaching a copy of the guarantee in the “Attachments” section of the application (not required). The process for finding the guarantor is similar to the process for finding the buyer in #5 above. If there is no guarantor, click “Continue”.

Home Customer Service

Exporter: Test Company

SBCL Insurance Application  
 OMB No. 3048-0015, Expires 12/31/11

Tracking #: 661071

**Guarantor**

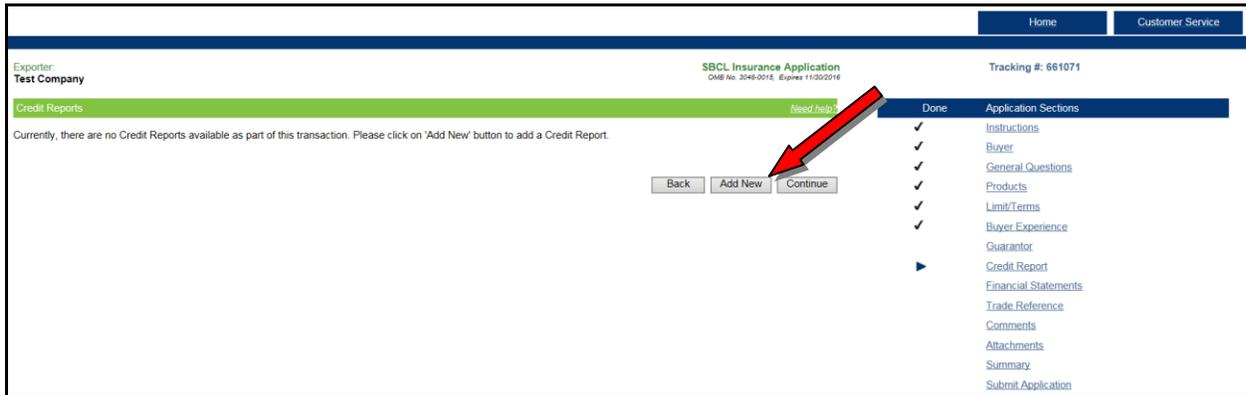
There are no guarantors associated with this SBCL application. Click 'Add Guarantor' to associate new Guarantors or click 'Continue' to submit the application without associated Guarantors.

Back Add Guarantor Continue

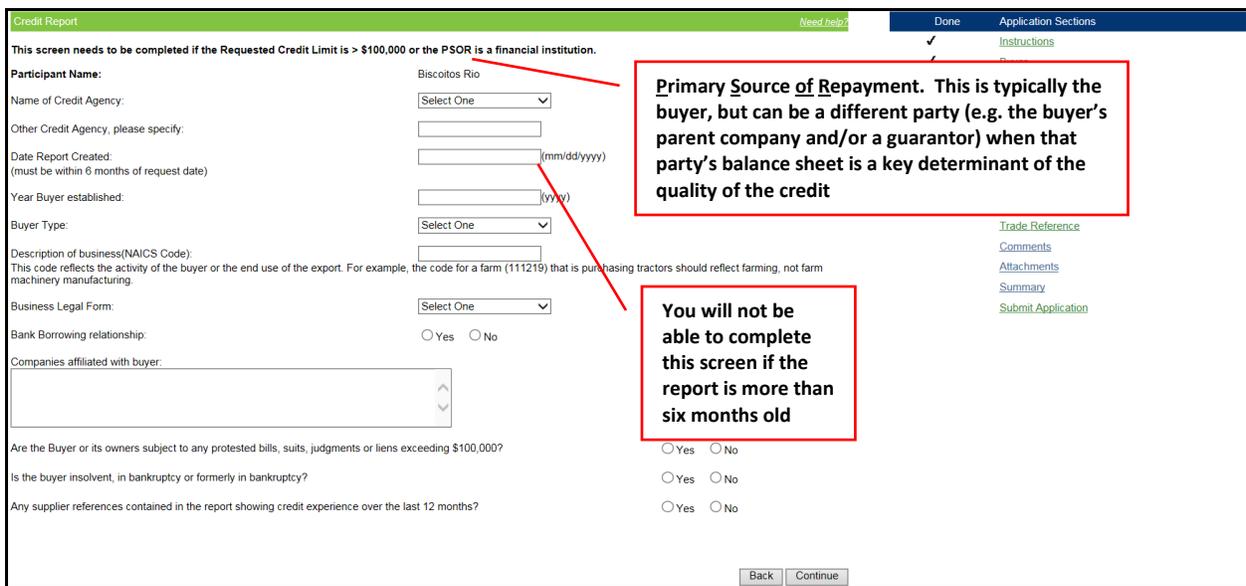
Done	Application Sections
✓	<a href="#">Instructions</a>
✓	<a href="#">Buyer</a>
✓	<a href="#">General Questions</a>
✓	<a href="#">Products</a>
✓	<a href="#">Limit/Terms</a>
✓	<a href="#">Buyer Experience</a>
▶	<a href="#">Guarantor</a>
	<a href="#">Credit Report</a>
	<a href="#">Financial Statements</a>
	<a href="#">Trade Reference</a>
	<a href="#">Comments</a>
	<a href="#">Attachments</a>
	<a href="#">Summary</a>
	<a href="#">Submit Application</a>

## Buyer Financials, Credit Agency Reports, and Trade References

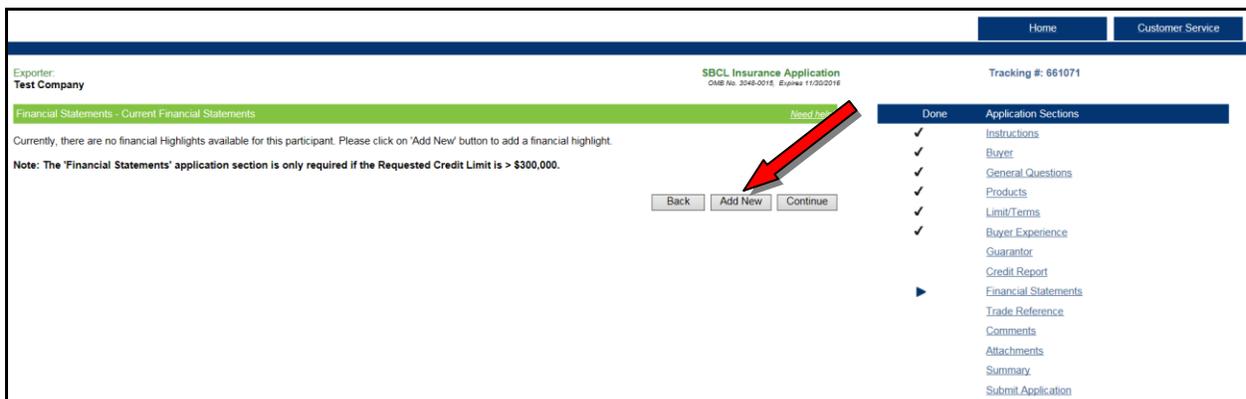
12. The next three screens allow you to add information to meet the requirements of EXIM’s Short-Term Credit Standards for the buyer, which vary depending on the size of the credit limit and/or terms requested. You can refer back to the instructions page for the specific information requirements. If the exporter seeks a credit limit that exceeds \$100,000, or the primary source of repayment is a financial institution, a credit report on the buyer (or financial institution, if applicable) is required. Click on “Add New”. Otherwise click “Continue”.



13. If applicable, complete the information requested about the credit report and the buyer, and attach the credit report in the “Attachments” section of the application. Click “Continue”.



14. If the requested credit limit exceeds \$300,000, the buyer’s most recent two years fiscal year-end financial statements are required. Click “Add New”. Otherwise click on “Continue”.



15. Complete the next two screens with information from the buyer's financial statements, and click "Continue".

Exporter: **Test Company** SBCL Insurance Application OMB No. 3048-0015, Expires 11/30/2016 Tracking #: 661071

Financial Statements - Highlights [Need help?](#)

Note: Asterisk(\*) denotes required information.

Participant Name: **Bonjour Sari**

\*Statement Period:  Fiscal Year  Interim

\*Does data include parent consolidated or combined with any other entity?  Yes  No

\*Statement Dates: From: 01/01/2016 (mm/dd/yyyy) To: 12/31/2016 (mm/dd/yyyy)

Do the Statement Dates above apply to both the Balance Sheet and Income Statement?  Yes  No

Statement Type:  Company Prepared  CPA Compiled  CPA Reviewed with Notes  CPA Audited  Tax Return

If Audited, enter the Auditor's company name: Dewy Chetham & How

If Audited, did auditor provide a qualifying opinion?  Yes  No

Done Application Sections

- ✓ Instructions
- ✓ Buyer
- ✓ General Questions
- ✓ Products
- ✓ Limit/Terms
- ✓ Buyer Experience
- ✓ Guarantor
- ✓ Credit Report
- ▶ ✓ Financial Statements
- ✓ Trade Reference
- ✓ Comments
- ✓ Attachments
- ✓ Summary
- ✓ Submit Application

Back Save and Exit Continue

Exporter: **Test Exporter** SBCL Insurance Application OMB No. 3048-0015, Expires 11/30/2016 Tracking #: 663833

Financial Statements - Income [Need help?](#)

Please provide all the following balance sheet and income statement information.

Enter all values in U.S. dollars:

**Income Statement**

Total Sales:	\$15,000,000.00
Cost of Goods Sold:	\$10,000,000.00
Operating Profit/(Loss):	\$5,000,000.00
Net Profit/(Loss):	\$1,500,000.00

**Balance Sheet Assets**

Cash & Marketable Securities:	\$100,000.00
Accts. Receivables(Trade):	\$250,000.00
Inventory:	\$750,000.00
Total Assets:	\$1,100,000.00
Net Fixed Assets:	\$500,000.00

**Liabilities and Equity**

Short-term Bank Debt:	\$150,000.00
Current Portion of Long-term Debt:	\$75,000.00
Accounts Payable(Trade):	\$100,000.00
Total Current Liabilities:	\$325,000.00
Shareholder Loans:	\$0.00
Total Long-term Liabilities:	\$1,000,000.00
Retained Earnings:	\$50,000.00
Owner's Equity:	\$1,500,000.00

Done Application Sections

- ✓ Instructions
- ✓ Buyer
- ✓ General Questions
- ✓ Products
- ✓ Limit/Terms
- ✓ Buyer Experience
- ✓ Guarantor
- ✓ Credit Report
- ▶ ✓ Financial Statements
- Trade Reference
- Comments
- Attachments
- Summary
- Submit Application

Back Save and Exit Continue

If the buyer's financials are in a foreign currency, you have to translate them into US\$. In the Comments section, explain the method you used to translate the amounts.

You can view and revise the financials using the "Back" button. The following screen will appear. Click the applicable link to "View" or "Update" the financials. Otherwise, click "Continue"

Exporter: **Test Exporter** SBCL Insurance Application OMB No. 3048-0015, Expires 11/30/2016 Tracking #: 663833

Financial Statements - Current Financial Statements [Need help?](#)

One item found.

Items per page: 10 25 50 100

Financial Highlight Period	Type	All Req. Info Provided?	View	Update
01/01/2016 - 12/31/2016	Fiscal Year	Y	<a href="#">View</a>	<a href="#">Update</a>

Back Add New Continue

Done Application Sections

- ✓ Instructions
- ✓ Buyer
- ✓ General Questions
- ✓ Products
- ✓ Limit/Terms
- ✓ Buyer Experience
- ✓ Guarantor
- ✓ Credit Report
- ▶ ✓ Financial Statements
- Trade Reference
- Comments
- Attachments
- Summary
- Submit Application

16. If the credit limit requested requires a trade reference, click “Add Another”. Otherwise click “Continue”. If you are not sure if a trade reference is required, consult EXIM’s Short term Credit Standards or your broker.

17. Complete this information regarding the trade reference, and click “Continue”. Click “Continue” again on the following screen. Then attach a copy of the trade reference in the “Attachments” section.

## Additional Information

18. Enter any additional comments about the buyer and the exporter's relationship with the buyer (e.g. how the relationship started, if the exporter or buyer has visited the other, future plans with the buyer, if you have orders pending, special payment terms) that will give the underwriter the fullest picture of the relationship. Click "Continue".

## Attach Documents and View Summary

19. Attach any documents previously required in the application (credit report, trade reference, financial statements). You can attach any other documents that you think would aid the underwriter. Click "Continue".

20. Review the complete summary of all the information provided. Make sure all attachments are listed. You can revise any section by clicking on the quick links on the right hand side. You can print the summary using the "Print" button at the bottom of the screen. You can also view and print the summary after the SBCL is submitted by clicking on the "Pending Applications" link on your home landing page. Click "Continue".

Exporter: Test Company		SBCL Insurance Application OMB No. 3048-0015, Expires 11/30/2016	Tracking #: 661071
<b>Submit SBCL - Summary Page</b> <a href="#">Need help?</a>		Done	Application Sections
Tracking #:	661071	✓	Instructions
Insured Name:	Test Company	✓	Buyer
<b>Applicant Information:</b>		✓	General Questions
Legal Name:	Test Company	✓	Products
Tradestyle/Acronym:		✓	Limit/Terms
Address:	106 Garcia Ln	✓	Buyer Experience
City, State, Zip/Postal Code:	Rockville, Maryland 20850-4741	✓	Guarantor
Country:	UNITED STATES	✓	Credit Report
Phone:		✓	Financial Statements
Fax:		✓	Trade Reference
Website:		✓	Comments
DUNS:	820640535	✓	Attachments
Primary NAICS:	424480	✓	Summary
<b>SBCL Application Type:</b>		▶	Submit Application
<b>Buyer Information:</b>			
Name:	Bonjour Sari		
Country:	FRANCE		
<b>General Questions:</b>			
Reason for Application on this Buyer?	Amount requested exceeds DCL		
Ownership Interest or Familial ties?	No		
Comment:			
Products shipped directly to buyer in buyer's country?	Yes		
Comment:			
Products for resale?	No		
Comment:			

## Certify and Submit

21. Before you submit the application, read the Certification and Notice Provisions by clicking on the link. Submit the application by clicking "Submit".

Exporter: Test Company		SBCL Insurance Application OMB No. 3048-0015, Expires 11/30/2016	Tracking #: 661071
<b>Submit Application</b> <a href="#">Need help?</a>		Done	Application Sections
By submitting this application, I acknowledge that I have read, and hereby make the necessary certifications set forth in, the certifications and notice provisions in the link below. The applicant further acknowledges that these certifications are subject to the penalties for fraud against the United States Government (18 U.S.C. et seq.)		✓	Instructions
<a href="#">CERTIFICATION AND NOTICE PROVISIONS</a>		✓	Buyer
		✓	General Questions
		✓	Products
		✓	Limit/Terms
		✓	Buyer Experience
		✓	Guarantor
		✓	Credit Report
		✓	Financial Statements
		✓	Trade Reference
		✓	Comments
		✓	Attachments
		▶	Summary
			Submit Application

Buttons: Back Save and Exit Submit

22. A tracking screen will appear with a tracking number indicating the application was successfully submitted. You can print this screen by clicking on "Print" at the bottom of the screen. The exporter and broker will also receive email confirmations.

Exporter: Test Exporter		SBCL Insurance Application OMB No. 3048-0015, Expires 11/30/2016	Tracking #: 663833
<b>Submit - Tracking Sheet</b>			
This is your tracking sheet. Print this page and include a copy with any documentation that you send to EXIM Bank regarding this application.			
Tracking #: 663833 Application Submittal Date: 06/19/2017			
Applicant legal name: Test Exporter Applicant address: 5510 Tilden Ln Applicant city/state/zipcode :Rockville MD 20852-3745 Applicant country:UNITED STATES			
Applicant contact name: Applicant contact title:			
Export-Import Bank of the United States ATTN: Credit Applications & Processing 811 Vermont Avenue, NW Washington, DC 20571 EXIM Phone: 202-565-3800 EXIM Fax: 202-565-3675 & 202-565-3628 EXIM Email: <a href="mailto:exim_applications@exim.gov">exim_applications@exim.gov</a>			
<input type="button" value="Print"/>			

## Amend an Existing SBCL

### Requesting Changes to an SBCL

- To request a change to an in-force SBCL (e.g. the credit limit, payment terms, effective date), you must submit a request to amend the SBCL. From the home landing page, click “Insurance In Force/Recently Expired Policies”.

The screenshot shows two main panels. The left panel, 'Act / Manage Transactions', has sub-sections 'Act' and 'Manage' with various links. The right panel, 'Monitor Portfolio', has sub-sections 'My Portfolio' and 'Miscellaneous'. A red arrow points to the link 'Insurance In Force/Recently Expired Policies' in the 'My Portfolio' section.

- In the section “In Force SBCLs”, click on “Amend” in the Actions column for the SBCL you want to change.

The screenshot shows the 'In Force SBCLs & IBCLs' section. It contains a table with the following data:

Tracking #	Buyer	Buyer Country	Payment Limit	SBCL Period	Endorsement #	Actions
664649	Lechera Guadalajara, S.A. De C.V.	MEXICO	10,000.00	10/15/2017 - 09/01/2018	2	Amend   Add Shipment

A red arrow points to the 'Amend' link in the 'Actions' column of the first row.

- On right hand side are links to the various parameters of the SBCL that you can request to change. Note the new tracking number that has been created. Click on “Current SBCL” to review the existing SBCL parameters.

Exporter: **Test Exporter - 477 Testing** Amend SBCL Tracking #: 665089

**Instructions**

Insured: Test Exporter - 477 Testing

Please use the **Right Navigation Area** to select your SBCL endorsement amendment request.

At any time during the application process, you may click on the **"Save and Exit"** button to save the information you have entered and exit the On-line Transaction Processing System. Log back in any time to enter more information and/or submit the completed application.

This system will also allow you to **Send** a fax or **Upload** copies of credit information you wish to include in your application as well as **Print** a copy of the application for your records

**Decisions:** This system will issue you a status notification upon submission of your application.

**TO START:** Click on **"Continue"** below

For Help contact your insurance broker -or- EXIM Bank at 202-565-3681 (8:00 AM - 5:00 PM eastern standard time).

If this application has not been submitted within 90 days of its initiation it will be removed from the system.

Done Application Sections

- [Instructions](#)
- [Current SBCL](#)
- [Credit Limit](#)
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- [Effective Date](#)
- [Buyer Information](#)
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- [Summary](#)
- [Submit Amendment](#)

✓ Indicates Changed Section

Exporter: **Test Exporter - 477 Testing** Amend SBCL Tracking #: 665089

**Current SBCL**

**Current parameters associated with this SBCL on Policy # 664259.**

**Use the navigation bar on the right to select the items you would like to amend.**

Insured Name: Test Exporter - 477 Testing Insured #:

Insured Address: 6510 Tilden Ln

Insured City: Rockville

Insured Zip: 20852-3745

Insured State: MD

Credit Limit: 10,000.00

Effective Date: 10/15/2017 Expiration Date: 09/01/2018

Transaction Type & Terms:

Buyer Name: Lechera Guadalajara, S.A. De C.V.

Buyer Address: Rio Alamo 2381 Col. El Rosario

Buyer City: Guadalajara

Buyer Zip: 44890

Buyer Country: MEXICO

Product: Cheese Manufacturing

Special Condition: Series #

Done Application Sections

- [Current SBCL](#)
- [Credit Limit](#)
- [Payment Terms](#)
- [Effective Date](#)
- [Buyer Information](#)
- [Guarantors](#)
- [Product\(s\)](#)
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- [Submit Amendment](#)

✓ Indicates Changed Section

- Then click on the links on the right hand side for each parameter you want to change, and follow the instructions to provide the new parameters you are requesting. Use the "Update" or "Continue" buttons on each screen to enter and save the updated information. A "✓" will appear in the Done column for each item you input a change request. Use the rest of the links to provide additional information that will be useful, and to include any attachments. Click on "Summary" to see a comparison of the current and proposed new SBCL parameters. Click "Print" if you want to print the summary page.

Exporter: **Test Exporter - 477 Testing** Amend SBCL Tracking #: 665089

**Current SBCL**

**Current parameters associated with this SBCL on Policy # 664259.**

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Done Application Sections

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- [Summary](#)
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✓ Indicates Changed Section



Exporter:  
**Test Exporter - 477 Testing** Amend SBCL Tracking #: 665089

**Submit – Tracking Sheet**

**This is your tracking sheet. Print this page and include a copy with any documentation that you send to EXIM Bank regarding this application.**

Tracking #: 665089  
Application Submittal Date: 11/02/2017

Applicant legal name: Test Exporter - 477 Testing  
Applicant address: 6510 Tilden Ln  
Applicant city/state/zipcode :Rockville MD 20852-3745  
Applicant country: UNITED STATES

Applicant contact name:  
Applicant contact title:

Export-Import Bank of the United States  
ATTN: Credit Applications & Processing  
811 Vermont Avenue, NW  
Washington, DC 20571  
EXIM Phone: 202-565-3800  
EXIM Fax: 202-565-3675 & 202-565-3628  
EXIM Email: [exim\\_applications@exim.gov](mailto:exim_applications@exim.gov)